

UNITED STATES OF AMERICA  
before the  
SECURITIES AND EXCHANGE COMMISSION

SECURITIES EXCHANGE ACT OF 1934  
Release No. 98167 / August 18, 2023

Admin. Proc. File No. 3-21211

In the Matter of  
RICHARD GREGORY TILFORD

ORDER DIRECTING SUBMISSION OF CERTIFICATE OF SERVICE BY RESPONDENT

On October 19, 2022, the Securities and Exchange Commission issued an order instituting administrative proceedings (“OIP”) against Richard Gregory Tilford pursuant to Section 15(b) of the Securities Exchange Act of 1934.<sup>1</sup> After Tilford failed to file an answer to the OIP,<sup>2</sup> the Commission ordered Tilford to show cause by August 7, 2023, why he should not be deemed to be in default and why this proceeding should not be determined against him due to his failure to file an answer and to otherwise defend this proceeding.<sup>3</sup>

On August 8, 2023, the Office of the Secretary received a Notice of Appearance and Request for Delay from attorney Jeffrey King, in which he stated that he had been retained to represent Tilford in this matter and requested a thirty-day extension of time to respond to the order to show cause.<sup>4</sup> This submission was not electronically filed, failed to certify inability to

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<sup>1</sup> *Richard Gregory Tilford*, Exchange Act Release No. 96103, 2022 WL 13564463 (Oct. 19, 2022).

<sup>2</sup> *See Richard Gregory Tilford*, Exchange Act Release No. 97024, 2023 WL 2351450, at \*1 (Mar. 2, 2023) (responding to correspondence from Tilford and requiring him to file his answer by April 17, 2023).

<sup>3</sup> *Richard Gregory Tilford*, Exchange Act Release No. 97790, 2023 WL 4156191, at \*1 (June 23, 2023).

<sup>4</sup> *See* Notice of Appearance and Request for Delay for Richard Gregory Tilford, [https://www.sec.gov/files/litigation/apdocuments/3-21211\\_2023-8-8\\_notice-appearance-jeffery-king-behalf-respondent-motion-extension-time.pdf](https://www.sec.gov/files/litigation/apdocuments/3-21211_2023-8-8_notice-appearance-jeffery-king-behalf-respondent-motion-extension-time.pdf). The orders previously issued by the Commission in this proceeding are available at <https://www.sec.gov/litigation/apdocuments/3-21211>.

file electronically, and did not include a certificate of service as required by our Rules of Practice.<sup>5</sup>

Accordingly, it is ORDERED that, by August 25, 2023, Tilford shall file a certificate of service showing that the Division of Enforcement has been served with the document received by the Commission on August 8, 2023. Absent certification of inability to file and serve electronically, Tilford shall file the certificate through the Commission's Electronic Filings in Administrative Proceedings ("eFAP") system, and serve it on counsel for the Division of Enforcement via email to Matthew Gulde at [guldem@sec.gov](mailto:guldem@sec.gov).<sup>6</sup> It is further ORDERED that the Division's deadline for filing a motion for entry of an order of default and the imposition of remedial sanctions is suspended pending further order.<sup>7</sup>

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<sup>5</sup> See Rule of Practice 152(a), 17 C.F.R. § 201.152(a) (requiring electronic filing of documents unless a person files a certification that they "cannot comply" with these requirements "due to a lack of access to electronic transmission devices"); Rule of Practice 151(d), 17 C.F.R. § 201.151(d) ("Papers filed with the Commission . . . shall be accompanied by a certificate stating the name of the person or persons served, the date of service, the method of service, and the mailing address or email address to which service was made, if not made in person."). The Commission's Rules of Practice are available at <https://www.sec.gov/about/rulesofpractice>.

<sup>6</sup> See Rules of Practice 150(c)(1) and 152(a)(1), 17 C.F.R. §§ 201.150(c)(1), .152(a)(1) (discussing, respectively, certification of inability to serve and file electronically).

<sup>7</sup> See *Tilford*, 2023 WL 4156191, at \*1 (requiring the Division to file such a motion by September 5, 2023, if Tilford did not file a response to the order to show cause).

The parties' attention is directed to the e-filing requirements in the Rules of Practice.<sup>8</sup> We also remind the parties that any document filed with the Commission must be served upon all participants in the proceeding and be accompanied by a certificate of service.<sup>9</sup>

For the Commission, by the Office of the General Counsel, pursuant to delegated authority.

Vanessa A. Countryman  
Secretary

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<sup>8</sup> See *Amendments to the Commission's Rules of Practice*, Exchange Act Release No. 90442, 2020 WL 7013370 (Nov. 17, 2020), 85 Fed. Reg. 86,464 (Dec. 30, 2020), <https://www.sec.gov/rules/final/2020/34-90442a.pdf>; *Instructions for Electronic Filing and Service of Documents in SEC Administrative Proceedings and Technical Specifications*, <https://www.sec.gov/efapdocs/instructions.pdf>. The amendments impose other obligations such as a redaction and omission of sensitive personal information requirement. *Amendments to the Commission's Rules of Practice*, 85 Fed. Reg. at 86,465–81.

<sup>9</sup> See Rule of Practice 150, 17 C.F.R. § 201.150 (generally requiring parties to serve each other with their filings); Rule of Practice 151(d), 17 C.F.R. § 201.151(d) (“Papers filed with the Commission . . . shall be accompanied by a certificate stating the name of the person or persons served, the date of service, the method of service, and the mailing address or email address to which service was made, if not made in person.”).